



CITY OF AUBURN HILLS PLANNING COMMISSION MINUTES

August 6, 2025

CALL TO ORDER: Chairperson Ouellette called the meeting to order at 7:00 p.m.

ROLL CALL: Present: **Carolyn Shearer, Darlene MacMillan, Jack Ferguson, Cynthia Pavlich, Raymond Saelens, Sam Beidoun, Dominic Patrus, Greg Ouellette**
Absent: Dominick Tringali
Also Present: Director of Community Development Steve Cohen, Director of Recreation and Senior Services Karen Adcock, and Senior Services Program Coordinator Jacqueline Monroy
Guests: 7

LOCATION: Council Chambers, 1827 N. Squirrel Road, Auburn Hills, MI 48326

3. PERSONS WISHING TO BE HEARD

4. APPROVAL OF MINUTES – May 7, 2025

Moved by Beidoun to approve the minutes of May 7, 2025.

Second by Saelens.

VOTE: Yes: **Shearer, MacMillan, Ferguson, Pavlich, Saelens, Beidoun, Patrus, Ouellette**
No: **None** **Motion Carried (8-0)**

Mr. Ouellette welcomed new Planning Commissioner Patrus to his first meeting.

5. PETITIONERS

5a. Brose Parking Lot Addition (7:01 p.m.)

Public Hearing/Motion – Recommendation to City Council for Site Plan and Tree Removal Permit approval to expand the parking at the facility.

This is a request from Brose North America to construct an additional 75 parking spaces at its North American headquarters facility located at 3933 Automation Avenue.

The new parking area will expand the facility's overall parking capacity to 420 spaces. In addition to landscaping, the applicant will install lighting and monitored security cameras in the new parking area for the safety of its employees. The facility's main parking lot will be restriped to add one additional barrier-free parking space, as required by the Zoning Ordinance.

The project requires 54 replacement trees. Only 24 replacement trees will be planted on the site because of limited space, as the site is heavily wooded. The financial equivalent of the remaining 30 trees will be paid into the City's Tree Fund before the start of tree removal from the site.

Kenneth Kappler, Brose North America, Inc., 3933 Automation Ave., Auburn Hills, MI 48326 and **Mason Brown, Mason L. Brown & Associates, 2708 Bridle Road, Bloomfield, MI 48304** were available to answer any questions of the Commission.

The Commission asked about the following:

1. Does the applicant own the surrounding property;
2. Why the parking lot was not shifted to the south;
3. The number of employees at this location;
4. The type of business conducted by Brose;
5. The total number of employees;
6. The design and capacity of the retention pond;
7. Clean up of the retention pond.

Mr. Kappler stated that Brose owns the property all the way to I-75. The location of the parking lot was chosen to impact the fewest number of trees. Mr. Kappler stated that there will be approximately 400 employees at this location after their back-to-work initiative becomes effective. Brose is an automotive supplier and has thousands of employees in their North American locations, with 28,000-30,000 employees worldwide.

Mr. Brown explained that the original retention pond was designed with more capacity than necessary. For this reason, there will be no additional load on the existing retention pond. The retention pond will be cleaned up as needed. Mr. Cohen explained that OHM will monitor the clean-up that is required on all new renovation projects.

Mr. Ouellette opened the public hearing at 7:09 p.m.

There being no public comments, Mr. Ouellette closed the public hearing at 7:09 p.m.

**Moved by Beidoun to recommend to City Council approval of the Site Plan and Tree Removal Permit for Brose North America, Inc. subject to the conditions of the City's Administrative Review Team.
Second by Saelens.**

**VOTE: Yes: Saelens, MacMillan, Beidoun, Patrus, Pavlich, Shearer, Ferguson, Ouellette
No: None Motion Carried (8-0)**

6. UNFINISHED BUSINESS – None.

7. NEW BUSINESS

7a. Presentation by Karen Adcock and Jackie Monroy – Age-Friendly Auburn Hills Y2025-2030 Action Plan

Karen Adcock, Director of Recreation and Senior Services, and Jacqueline Monroy, Age-Friendly Planning Assistant/Senior Services Program Coordinator, provided an overview of the Y2025-2030 Age-Friendly Action Plan.

They highlighted the following action items that will be implemented by City departments, with assistance from partners such as Oakland University's HOP UP PT program and Rochester Christian University's nursing students:

Domain: Communication & Information

- Reorganize the Senior Support Services website to more effectively showcase the resources available to seniors in Auburn Hills.
- Better advertise the new resident packet to new Auburn Hills residents.
- Make the printed newsletter compliant with upcoming ADA laws.
- Create and circulate magnets with important City information.
- Include a director in the newsletter with information on what each department does. Use the directory for the main phone line to get residents to the right departments.

Domain: Social & Civic Participation

- Improve the promotion of all transportation options.
- Explore a partnership with higher education between students and older adults to earn college credits in exchange for chore services.
- Create a City citizens academy for Auburn Hills residents to meet and understand every department.
- Explore partnerships with a local school district for a senior swim program.
- Increase the number of nature programs.
- Redesign one of the current parks to be more inclusive of different abilities.

Domain: Public Safety & Emergency Preparedness

- Increase scam education for all ages.
- Explore an initiative to improve house identification.
- Provide emergency preparation classes for Auburn Hills residents.
- Provide personal safety and self-defense classes for all ages.
- Create a fillable, tear-out emergency plan worksheet in the newsletter that residents can complete with their households.

Moved by Patrus to adopt and recommend the adoption to the City Council of the Age-Friendly Auburn Hills Y2025-2030 Action Plan.

Second by Saelens.

VOTE: Yes: Pavlich, Shearer, Saelens, MacMillan, Beidoun, Patrus, Ferguson, Ouellette

No: None Motion Carried (8-0)

7b. Motion – Adopt the Y2024-2025 Auburn Hills Planning Commission Annual Report

The following are highlights from the Y2024-2025 Planning Commission Annual Report:

- The Commission held eight meetings and recommendations were made to the City Council on 16 development-related items.
- Notable projects included:
 - The Learning Experience;
 - Oakland Christian School – Parking Expansion;
 - Wescast Industries, Inc.;
 - Alo's Sports Bar;
 - 975 South Opdyke Self Storage Redevelopment PUD;
 - Chillbox Corporate Headquarters;
- Text Amendments to the Zoning Ordinance
 - Zoning standards in preparation for the planned extension of the municipal parking structure in the Downtown;
 - Off-street parking, based on recommendations of the February 2024 Downtown Parking Study;
 - Amending PUD standards;
 - Multi-family residential developments in the T&R District.
- Green Infrastructure Vision Map.
- Revised Architectural Design Policy.
- City of Auburn Hills 2025 Residential Build-Out Analysis and Future Growth Study.
- City of Auburn Hills Housing Policy Statement
 - Increase Opportunities for Homeownership
 - Preserve the Character of Established Large-Lot Neighborhoods
 - Consider Population Growth in Non-Residential Areas Where Appropriate
- Support Staff Training – Mr. Cohen participated in several training opportunities in 2024 and 2025 to further advance his skills and maintain Certification Maintenance credits for the current reporting period. Devin Lang attended the *Michigan Chapter of the American Planning Association Conference* in Grand Rapids from September 25-27, 2024.
- Commission Training – Members Beidoun, Ferguson, and MacMillan attended the *Michigan Chapter of the American Planning Association Conference* in Grand Rapids in September 2024. Member Ferguson also participated in a MAP seminar on managing risk.
- Planning Activities per City Council's Y2025-2026 Strategic Goals & Objectives
 - Explore options for industrial redevelopment within the community.
 - Continue to foster development along the M-24/Opdyke Road Corridor.
 - Focus redevelopment efforts on TIFA, city-owned, and private properties.
 - Continue to keep Auburn Hills friendly and livable for all ages and abilities.
 - Pursue redevelopment opportunities and incentivizing redevelopment; plan for potential changes with existing commercial properties.
 - Explore opportunities for repurposing hotels.
 - Leverage to the greatest degree our natural resources, parks, pathways and waterways.

Moved by Pavlich to adopt the Y2024-2025 Auburn Hills Planning Commission Annual Report.

Second by MacMillan.

VOTE: Yes: Beidoun, MacMillan, Pavlich, Patrus, Saelens, Shearer, Ferguson, Ouellette

No: None Motion Carried (8-0)

8. COMMUNICATIONS

8a. Planning Michigan Conference 2025 in Kalamazoo/October 22-24, 2025

Mr. Cohen stated that four members of the Planning Commission may attend the conference per the City's budget..

Moved by Pavlich to send Mr. Beidoun, Ms. MacMillan, Mr. Ferguson, and Mr. Patrus to the Planning Michigan Conference in Kalamazoo this October.

Second by Shearer.

VOTE: Yes: Shearer, Pavlich, Beidoun, MacMillan, Patrus, Saelens, Ferguson, Ouellette

No: None Motion Carried (8-0)

Mr. Ouellette again welcomed Mr. Patrus to the Commission. Mr. Patrus introduced himself and shared his background.

The Commission was invited to attend the celebration of the retirement of Karen Adcock, Director of Recreation and Senior Services, which will be held on Wednesday, October 1, 2025 from 1:00 p.m. to 3:00 p.m.

9. NEXT SCHEDULED MEETING

The next scheduled meeting is on Wednesday, September 10, 2025 at 7:00 p.m. in the Auburn Hills Council Chambers.

10. ADJOURNMENT

There being no further business, Chairperson Ouellette adjourned the meeting at 7:51 p.m.

Submitted by:

Susan McCullough, MiPMC III, CMC

Recording Secretary